

# FILING TIME EXPLANATION FORM



**INSTRUCTIONS TO VICTIM/APPLICANT:** Pursuant to 960.07 (2), Fla. Stat., a claim must be filed within one year of the crime. Claims are not considered filed until they are received by the department. The purpose of this form is to collect an explanation for why the claim was not filed timely. Return the form directly to the Office of the Attorney General, Bureau of Victim Compensation, PL-01, The Capitol, Tallahassee, FL 32399-1050, or by facsimile to (850) 414-6197 or (850) 414-5779, or email to VCIntake@MyFloridaLegal.com. No explanation is acceptable for an adult filing a claim more than two years after the occurrence of the crime, unless Section 960.07(2)(c), 960.07(3)(b), 960.07(4), or 960.197(1)(b), F.S., applies.

## **SECTION ONE: VICTIM'S INFORMATION** (please print)

1. Name: (last, first, middle) \_\_\_\_\_  
2. Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ 3. Last Four Social Security Number: XXX-XX-\_\_\_\_\_  
4. Mailing Address: \_\_\_\_\_ 5. City: \_\_\_\_\_ 6. State: \_\_\_\_\_ 7. Zip Code: \_\_\_\_\_  
8. Telephone Number: (\_\_\_\_) \_\_\_\_\_ 9. Email Address: \_\_\_\_\_

## **SECTION TWO: EXPLANATION** (please print)

10. Please identify the reason(s) below by selecting the applicable explanation.

- The victim was pursuing other means of recourse.
- The victim was not emotionally, mentally, or physically able to file the claim.
- A language or cultural barrier hinders the access needed to file the claim within one year of the date of crime.
- The victim is/was a minor at the time of the incident. (Claims may be filed on a minor victim's behalf until they reach 18 years of age. When a victim who was under the age of 18 at the time the crime occurred reaches the age of 18, the victim has 1 year within which to file a claim. The department may extend the time period not to exceed one year for good cause shown.)
- Other: (please be specific)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **SECTION THREE: SIGNATURE** (please print)

**THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

11. Victim's Signature: \_\_\_\_\_ 12. Date: \_\_\_\_\_

Applicant signature is required if filing as the parent, legal guardian, or individual authorized to administer a victim's estate. Persons submitting an application on behalf of an incompetent adult must submit proof of legal guardianship and have their application signature witnessed by a Notary Public.

Victim:  
BVC Claims Analyst:

Claim Number:  
Crime Date: